

DATE: August 10, 2005

TO: CITY CLERK

FROM: Austin High School  
Norma Genera

Telephone  
(8:00 AM – 5:00 PM)

Please place the following item on the **CONSENT** Agenda for the Council Meeting of:

August 30, 2005

Item should read as follows:

Austin High School to hold a homecoming parade on September 9, 2005 from 5:00 p.m. to 6:30 p.m.

Route: Start at Newman Park on Richmond and Altura, proceed on Altura to Stevens, turn left on Stevens and finish at McKee Stadium. Approximately 180 persons, 21 vehicles will take part and 150 spectators are

anticipated. (District 2) [Norma Genera]

SPECIAL INSTRUCTIONS:

PERMIT #05-110

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**BUILDING PERMITS & INSPECTIONS USE** Item No. \_\_\_\_\_

☒ POLICE DEPARTMENT

☒ FIRE DEPARTMENT

☒ SUN METRO

N/A PARKS DEPARTMENT

☒ ENGINEERING/TRAFFIC

N/A TXDOT

N/A STREET DEPARTMENT

N/A CIVIC CENTER

☒ COMPLETE

CITY OF EL PASO, TEXAS

DEPARTMENT HEAD'S SUMMARY REQUEST FOR COUNCIL ACTION (RCA)

DEPARTMENT: BUILDING PERMITS & INSPECTIONS

AGENDA DATE: AUGUST 30, 2005

CONTACT PERSON/PHONE: NORMA GENERA / \_\_\_\_\_

DISTRICT(S) AFFECTED: 2

**SUBJECT:**

**APPROVE** a resolution / ordinance / lease to do what? **OR AUTHORIZE** the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Austin High School to hold a homecoming parade on September 9, 2005 from 5:00 p.m. to 6:30 p.m. Route: Start at Newman Park on Richmond and Altura, proceed on Altura to Stevens, turn left on Stevens and finish at McKee Stadium. Approximately 180 persons, 21 vehicles will take part and 150 spectators are anticipated. (District 2) [Norma Genera]

**BACKGROUND / DISCUSSION:**

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action?

The office of Building Permits & Inspections recommends approval for Austin High School to hold a homecoming parade on September 9, 2005. The department has no objections with this event.

**PRIOR COUNCIL ACTION:**

Has the Council previously considered this item or a closely related one? If so, when?

N/A

**AMOUNT AND SOURCE OF FUNDING:**

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

N/A

**BOARD / COMMISSION ACTION:**

Enter appropriate comments or N/A

N/A

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**LEGAL:** (if required) \_\_\_\_\_ **FINANCE:** (if required) \_\_\_\_\_

**OTHER:**

(Example: if RCA is initiated by Purchasing, client department should sign also)

*Information copy to appropriate Deputy City Manager*

**APPROVED FOR AGENDA:**

**CITY MANAGER:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**REQUEST FOR TEMPORARY USE OF  
CITY STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES**

Fees: \$15.75 One event to take place on one day.

[36010119/404123]

\$21.00 Multiple permits for two or more similar events to take place on consecutive days. **(Please note:** a street may not be continuously blocked for more than 24 consecutive hours. If a multiple use permit is granted, the street must be cleared, cleaned and opened between the two separate uses.)

(Please type or print)

1. Applicant:

Norma Genera - Austin High School  
(Person/Organization)

Contact Person:

Norma Genera - Student Activities Manager  
Name

Street Number

City

State

Zip Code

Telephone No.

Between 8:00 AM - 5:00 PM

2. Type of Event:

Homecoming Parade

(Moving)

☒ Parade

☐ Demonstration

☐ Foot Race/Walk

☐ Bike Race

☐ Other: \_\_\_\_\_

(Stationary)

☐ Block party

☐ Bazaar

☐ Festival

☐ Sidewalk Sale

☐ Other: \_\_\_\_\_

3. Date of Event:

Sept. 9, 2005

Total Time of Event:

from 5:00 PM to 6:30 PM  
(Time) (Time)

Time in which police traffic control services will be needed:

from 5:30 PM to 6:30 PM

This is the time in which police officers will be moving your event on the streets. This is the time for which you will be charged for police traffic control.

001401-1 00/02/2005 10:12  
LPE - APPLICATION PERMIT  
CITY OF EL PASO

8/30

4. Approximate number of participants:

180 Persons 21 Vehicles        Animals        Other Specify:       

\*Section 13.32.100 requires you to keep the parade route clean and free of animal excrement during the parade.

5. Approximate or anticipated number of spectators: 150

6. Purpose of Event: (i.e. fund-raiser, school activity, etc.)

School Activity - Homecoming Parade prior to  
game

If this is a fund-raiser and you estimate that you will raise over \$500, please list your Charitable Solicitation Permit number: N/A

7. Proposed Route: (streets, parks, sidewalks to be used or blocked)

ATTACH A CLEAR AND SPECIFIC HAND DRAWN MAP

Begin - Newman Park @ Richmond & Altura - travel east on  
Altura to Stevens - turn north to stadium;  
enter McKee Stadium

Location of assembly area, if separate or different:

#### IMPORTANT INFORMATION REGARDING TRAFFIC CONTROL:

If traffic control will be provided by the El Paso Police Department for a moving event, you must submit a map of the route for the event. The Police Department will then prepare a traffic control plan along with an estimated cost for their services as provided in Section 13.32.110. You will be billed for the actual cost after the event.

If traffic control will not be provided by the El Paso Police Department, then you must submit a map and written traffic control plan to Building Permits & Inspections or the Engineering/Traffic Division, not less than seven days prior to the date of the event.

You will also be responsible for paying for and providing any barricades and signs. The barricading shall be manned and the barricading and signing shall comply with the provisions set forth in the State's

"Manual of Uniform Traffic Control Devices." Please feel free to contact the City's Engineering/Traffic Division, 6<sup>th</sup> Floor, 541-4050, for more information.

8. Amplification devices to be used:        Yes ✓ No

Use permitted **only between the hours of 7 a.m. and 10 p.m.**

If amplification is being requested, number of and sound amplifying capacity of microphones, amplifiers and speakers proposed to be used. Also, state whether or not the purpose is advertising any goods, property, services, or entertainment, the primary purpose of which advertising is the making of a profit for a business.

Regarding the use of San Jacinto Plaza, amplification may only be used on the stage. If you wish to use this area, you must also contact the Parks and Recreation Department, 6<sup>th</sup> Floor, and reserve the stage. A fee is charged for the use of this area. Additionally, other ordinances may apply to or restrict the use of city-owned property, including parks.

9. Method of Street and Right-of-Way cleaning:

Self

Section 13.32.100 requires you to clean the streets, sidewalks, and other rights-of-way from all event litter and debris, including that left by spectators. In the event that you do not clean these areas, the City may perform such cleaning and you will be charged. You may also arrange in advance to have the Street Department perform the cleaning for a charge by filling out a separate request form and submitting it to Building Permits & Inspections Office no later than fourteen days prior to the date of the event.

**RELEASE:** In consideration of the permit for use of city streets, sidewalks, and other places held for public use, it is understood that the applicant(s) contained herein do hereby release and discharge the City, and its respective officers, directors, agents, and employees, jointly and severally, from any and all liability for illness, injuries and damages that may be suffered which arise out of or result from participation in this event.

Noemalenera  
Signature of Applicant

8-1-05  
Date

For Austin High School  
(Organization/Sponsor, if any)

Please note: If the parade or temporary event is designed to be held by or for any person other than the applicant, the applicant shall attach a communication in writing from the person authorizing the applicant to apply for the permit.

For Office Use Only

Event: AUSTIN HIGH SCHOOL HOMECOMING PARADE

\$15.75 Fee Paid: 0521401-1 08/02/2005 001 26

\$21.00

City Council Hearing: AUGUST 30, 2005

Copy to:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☐ Highway Department  
☐ Street Department  
☐ Civic Center

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PERMIT**

EVENT: AUSTIN HIGH SCHOOL HOMECOMING PARADE

LOCATION NEWMAN PARK AT RICHMOND AND ALTURA, STEVENS AND MCKEE STADIUM

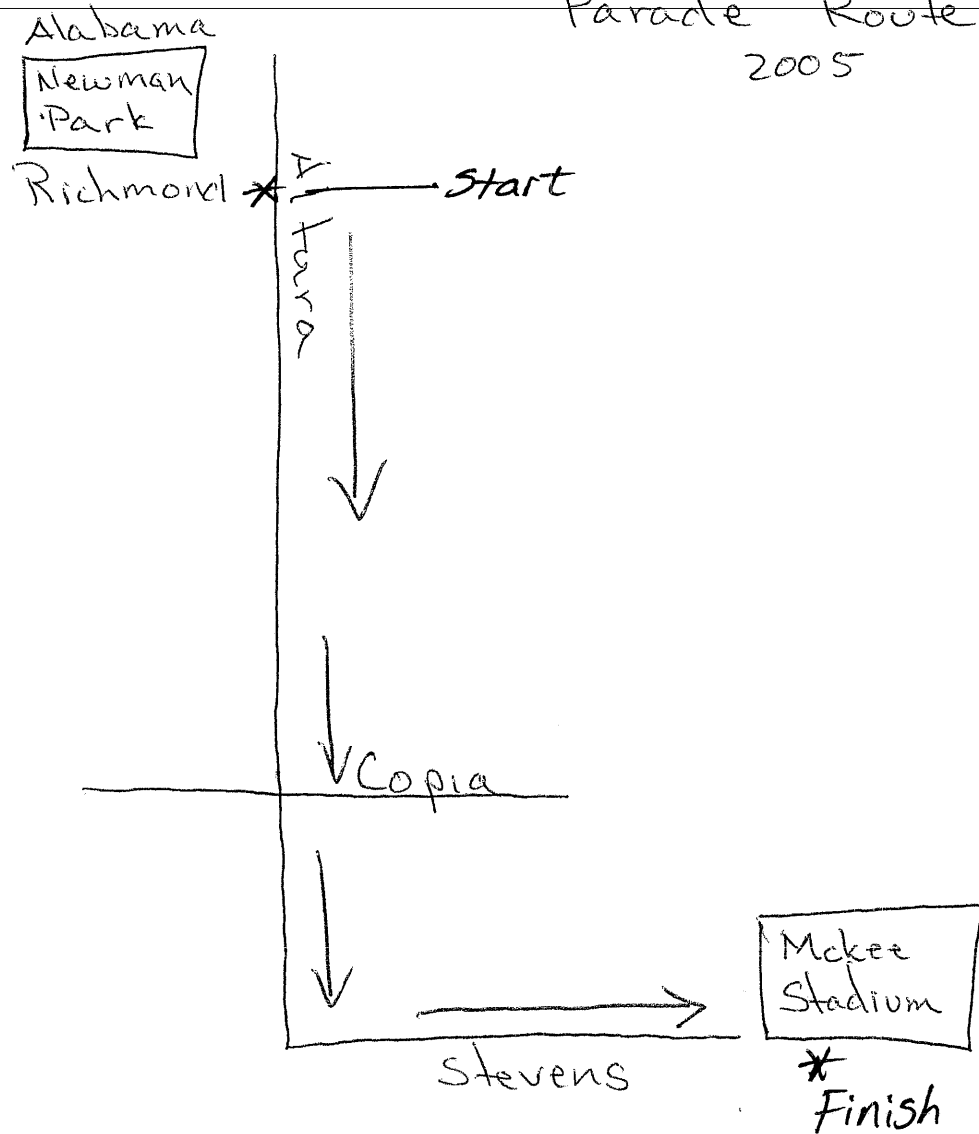
DATE OF EVENT: SEPTEMBER 9, 2005 FROM 5:00 P.M. TO 6:30 P.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

\_\_\_\_\_  
**R. Alan Shubert, P.E.**  
**BUILDING PERMITS & INSPECTIONS DIRECTOR**

# Austin High School Parade Route 2005



Parade Date:  
9-9-05

Contact: Norma Genera  
587-2500

Aug. 16. 2005 3:15PM CITY OF EL PASO

No. 4738 P. 5/6

## For Office Use Only

Event: AUSTIN HIGH SCHOOL HOMECOMING PARADE\$15.75 Fee Paid: 0521401-1 08/02/2005 001 26  
\$21.00City Council Hearing: AUGUST 30, 2005

## Copy to:

<input checked="" type="checkbox"/> Police Department	<input checked="" type="checkbox"/> Engineering-Traffic Div.
<input checked="" type="checkbox"/> Fire Department <i>WMS</i>	<input type="checkbox"/> Highway Department
<input checked="" type="checkbox"/> Sun Metro	<input type="checkbox"/> Street Department
<input type="checkbox"/> Parks Department	<input type="checkbox"/> Civic Center

## Comments:

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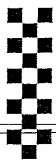
PERMITEVENT: AUSTIN HIGH SCHOOL HOMECOMING PARADELOCATION NEWMAN PARK AT RICHMOND AND ALTURA, STEVENS AND MCKEE STADIUMDATE OF EVENT: SEPTEMBER 9, 2005 FROM 5:00 P.M. TO 6:30 P.M.City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

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**R. Alan Shubert, P.E.**  
**BUILDING PERMITS & INSPECTIONS DIRECTOR**





For Office Use Only

Event: AUSTIN HIGH SCHOOL HOMECOMING PARADE

\$15.75 Fee Paid: 0521401-1 08/02/2005 001 26  
\$21.00

City Council Hearing: AUGUST 30, 2005

Copy to:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☐ Highway Department  
☐ Street Department  
☐ Civic Center

Comments:

Sun Metro has no objection to  
the event  
L. Lujan 8/16/05

PERMIT

EVENT: AUSTIN HIGH SCHOOL HOMECOMING PARADE

LOCATION NEWMAN PARK AT RICHMOND AND ALTURA, STEVENS AND MCKEE  
STADIUM

DATE OF EVENT: SEPTEMBER 9, 2005 FROM 5:00 P.M. TO 6:30 P.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

R. Alan Shubert, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: AUSTIN HIGH SCHOOL HOMECOMING PARADE

\$15.75 Fee Paid: 0521401-1 08/02/2005 001 26

\$21.00

City Council Hearing: AUGUST 30, 2005

Copy to:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☐ Highway Department  
☐ Street Department  
☐ Civic Center

Comments: Engineering Dept, Traffic Div has no objection to the proposed parade route. Police Dept will provide traffic control for event. Keith Bennett (Traffic Controls Planning Supervisor) 8/18/05

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PERMIT

EVENT: AUSTIN HIGH SCHOOL HOMECOMING PARADE

LOCATION NEWMAN PARK AT RICHMOND AND ALTURA, STEVENS AND MCKEE STADIUM

DATE OF EVENT: SEPTEMBER 9, 2005 FROM 5:00 P.M. TO 6:30 P.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

R. Alan Shubert, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: Austin High School Homecoming Parade

\$15.75 ☐ Fee Paid: 0521401-1 08/02/2005 001 26  
\$21.00 ☐ Date

City Council Hearing: August 30, 2005  
Date

Copy To:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering – Traffic Div.  
☐ Highway Department  
☐ Street Department

**Comments:**

The El Paso Police Department has no objections with this event.

The Department will police the event with 8 officers and 8 vehicles.

Estimated cost to city: \$319.50 Estimated cost to applicant: \$280.50

PR 05-110

**PERMIT**

EVENT Austin High School Homecoming Parade

LOCATION: Newman Park at Richmond and Altura, Stevens and McKee Stadium

DATE OF EVENT: September 9, 2005 from 5:00 p.m. to 6:30 p.m.

CITY COUNCIL ACTION: Approve Disapprove Approve w/ Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

\_\_\_\_\_  
Building Permits & Inspections Director

JOHN F. COOK  
MAYOR

JOYCE WILSON  
CITY MANAGER

R. ALAN SHUBERT, P.E.  
DIRECTOR



August 22, 2005

**BUILDING PERMITS &  
INSPECTIONS DEPARTMENT**

Austin High School  
Norma Genera

**FROM:** Building Permits & Inspections  
**SUBJECT:** Application for use of City Streets/Sidewalks (in connection with a Parade, Walk, Run, etc.)

This is only a recommendation from Building Permits & Inspections to the Mayor and Council. They will make the final determination at the City Council Meeting on August 30, 2005 at 9:00 a.m. We recommend a representative be present to answer any questions that City Council may have.

**REQUEST:**

Austin High School to hold a homecoming parade on September 9, 2005 from 5:00 p.m. to 6:30 p.m. Route: Start at Newman Park on Richmond and Altura, proceed on Altura to Stevens, turn left on Stevens and finish at McKee Stadium. Approximately 180 persons, 21 vehicles will take part and 150 spectators are anticipated. (District 2) [Norma Genera]

**RESPONSES:**

NO OBJECTIONS FROM FIRE, SUN METRO, AND TRAFFIC/ENGINEERING. THE EL PASO POLICE DEPARTMENT HAS NO OBJECTIONS WITH THIS EVENT. THE DEPARTMENT WILL POLICE THE EVENT WITH 8 OFFICERS AND 8 VEHICLES. ESTIMATED COST TO CITY: \$319.50 ESTIMATED COST TO APPLICANT: \$280.50. THE OFFICE OF BUILDING PERMITS & INSPECTIONS RECOMMENDS APPROVAL

A handwritten signature in black ink, appearing to read "R. Alan Shubert".

**R. ALAN SHUBERT, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR**

#2 Civic Center Plaza, 5<sup>TH</sup> Floor, El Paso, Texas 79901  
915.541.4557 Telephone • 915.541.4814 Fax • [www.elpasotexas.gov](http://www.elpasotexas.gov)

**CITY COUNCIL**

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